

Humboldt State University
University Senate Meeting Minutes
17/18:03 10/03/2017

Tuesday, October 3, 2017, 3:00pm, Goodwin Forum (NHE 102)

3rd Officer Kerri Malloy called the meeting to order at 3:00pm on Tuesday, October 3, 2017
Goodwin Forum, Nelson Hall East, Room 102; a quorum was present

Members Present

Bacio, Black-Lanouette, Creadon, Dunk, Eschker, Frye, Le, Maguire, K. Malloy, N. Malloy,
Michalak, Mola, Moyer, Oliver, Ortega, Rizzardi, Wrenn, Virnoche

Members Absent

Alderson, Brumfield, Byrd, Dawes, Enyedi, Gold, Guillen, Johnson, Karadjova, Mularky,
Rossbacher, Thobaben

Guests

Richard Boone, Kim Comet, TallChief Comet, Randi Darnall Burke, Kevin O'Brien, Cyril
Oberlander, Duncan Robins, Rick Zechman

Announcement of Proxies

K. Malloy for Alderson, Randi Darnall Burke for Brumfield, TallChief Comet for Dawes, Richard
Boone for Enyedi, Moyer for Gold, Wrenn for Karadjova, Dunk for Thobaben

Approval of and Adoption of Agenda

Senator N. Malloy proposed to add to the agenda, after the action item Election of the Senate
Vice Chair / Chair, Faculty Affairs, another action item, Election of the Chair, CBC

Senator Ortega proposed to remove the items from the General Consent Calendar (Animal
Policy – Students, Campus Residents and Visitors and Animal Policy – Employees) as they are in
need of typographical revisions. Senator Mola noted there should be consideration given to
animals in laboratories, specifically regarding the need for the animals to wear booties and
goggles for safety. Senator Ortega replied he thought there were already considerations given,
but that he would look into it during revisions

M/S (Ortega/Wrenn) to approve the agenda as amended

Motion carried unanimously

Approval of Minutes from the September 19, 2017 Meeting

Senator Dunk proposed a friendly amendment to the Minutes, correcting on page 4, that he
had stated that “Mark Wilson’s term ended last year and he did not reapply to the Senate,”
not that “Mark Wilson applied to continue to serve as a Senator last year”

M/S (Dunk/Le) to approve the Minutes of September 19, 2017 as amended

Motion carried unanimously

Action Item: Election of the Senate Vice Chair / Chair, Faculty Affairs

M/S (Virnoche/Moyer) to elect **George Wrenn** as the Senate Vice Chair / Chair, Faculty Affairs;
Wrenn elected

Ayes: Alderson, Bacio, Creadon, Dunk, Enyedi, Eschker, Frye, Gold, Karadjova, Le, K. Malloy, N. Malloy, Michalak, Mola, Moyer, Oliver, Ortega, Pence, Rizzardi, Thobaben, Virnoche, Wrenn,

Nays: none

Abstentions: Black-Lanouette, Dawes

Vote not recorded: Maguire

Action Item: Election of the Chair, CBC

M/S (Pence/Maguire) to elect **Michael Le** as the Chair of the Constitution and Bylaws Committee; **Le elected**

Ayes: Alderson, Bacio, Creadon, Dunk, Enyedi, Eschker, Frye, Gold, Karadjova, K. Malloy, N. Malloy, Michalak, Mola, Moyer, Oliver, Ortega, Pence, Rizzardi, Thobaben, Virnoche, Wrenn,

Nays: none

Abstentions: Black-Lanouette, Le

Vote not recorded: Maguire, Dawes

Reports, Announcements, and Communications of the Chair

- Written report attached

Reports of Standing Committees, Statewide Senators, and Ex-officio Members

Academic Policies:

- Written report attached

Constitutions and Bylaws:

- Written report attached

Faculty Affairs:

- Written report attached

Integrated Curriculum:

Senator Oliver reported that the ICC has been working to write the resolution under consideration later in the meeting

University Policies:

Senator Ortega reported that UPC is reviewing several policies at the moment and will have more to report at the next Senate meeting

University Resources and Planning Committee

Senator Rizzardi reported that there will be an Budget Planning Open Forum in the Great Hall on Thursday, October 5, at 3pm with a focus on this year's budget and is open for input

Statewide Senate (ASCSU):

Senator Creadon reported that nothing formal or official has been done

Associated Students (AS):

Senator Black-Lanouette introduced herself and announced that there is a member of AS who is specifically looking to build stronger relationships with Administrators on campus, and encouraged the Senate to keep a lookout for a message from said AS representative soon

California Faculty Association (CFA):

Senator K. Malloy reported that Senator Byrd has a teaching commitment that conflicts with the Senate meeting time this semester, but will attend a future Senate meeting with a time certain

President's Report:

- Written report attached

Consent Calendar from the Integrated Curriculum Committee

The attached ICC Consent Calendar was unanimously approved

It was noted that there were no guests signed up to speak during the Open Forum for the Campus Community

Resolution to Amend the Bylaws of the University Senate to Alter Voting Eligibility for Election of Senate Officers (02-17/18-CBC – October 3, 2017) Second Reading

Senate vote to approve the Resolution to Amend the Bylaws of the University Senate to Alter Voting Eligibility for Election of Senate Officers **passed**

Ayes: Bacio, Creadon, Dunk, Eschker, Frye, Gold, Karadjova, Le, Maguire, K. Malloy, N. Malloy, Mola, Moyer, Oliver, Ortega, Rizzardi, Thobaben, Virnoche, Wrenn

Nays: none

Abstentions: Pence

Resolution on Posthumous Degrees and Certificates of Achievement (03-17/18-APC – October 3, 2017) First Reading

M/S (Le/Mola) to move the resolution

Motion carried unanimously

Senator Dunk noted that the first two paragraphs under the heading “criteria” seem to be redundant when taken in conjunction with the last paragraph, and that it may be better to include a simple sentence stating that a deceased student, generally, should be of higher standing to receive a posthumous degree, a certificate of achievement is generally awarded to those who have not completed as much work.

The resolution will return to Senate for a Second Reading

Resolution on Curricular Guidelines for General Education Area E (04-17/18-ICC – October 3, 2017) First Reading

M/S (Oliver/Eschker) to move the resolution

Motion carried unanimously

Senator Oliver noted his goal is to make sure Senators have an opportunity to speak to the proposed guidelines, and that he will take the resolution back to ICC for revisions, and work toward a final draft

Senator Oliver reported that Academic Master Plan (AMP) and GEAR Curriculum and Assessment Committee (among others) have been working on Area E Course guidelines so HSU can leverage the demands of EO 1100 (that area E be only offered at lower division level).

Senator Oliver summarized, and requested input and/or revisions from Senate:

- The Guidelines intentionally include learning opportunities in six areas to help students transition to college level learning, and ICC requests colleges play an active role by helping to orchestrate the launching of several Area E courses that focus on student success, while keeping Student Learning Outcomes (SLO) in mind within course characteristics
- One possibility is that HSU offers at least one online Area E course or at sophomore level to accommodate students who are in eLearning communities, or transfer students who have not satisfied Area E requirements

Senators suggested and/or queried the following:

- Senator Eschker queried regarding Upper Division transfer students and undeclared majors

- Senator Oliver replied that according to EO 1100, transfer students to HSU who have not completed General Education (GE) requirements may need an option to take a sophomore level Area E class and that some faculty members are working on Area E courses with their college to serve undeclared students
 - Senator Mola noted that there should be recourse for students who have declared majors and are completing Upper Division coursework (and so do not belong in first year seminars like the Stars to Rocks program) but still need to fulfill Area E requirements
- Senator Ortega queried regarding cross college Area E courses, noting that Kinesiology shares almost all lower division requirements with Biology and Zoology
 - Senator Oliver replied that ICC would encourage cross college courses
 - Dean Richard Boone noted that he would be in favor of cross college Area E courses
- Senator Creadon encouraged the ICC to continue considering flexibility with Area E Courses, noting that the EO does not stipulate Area E courses must be 100-level
- Senator Michalak queried about the size of Area E courses
 - Senator Oliver replied that it is up to the specific colleges to decide class sizes as they consider the student populations their Area E courses are meant to serve
- Senator Dunk urged the ICC to integrate with the budget because this curricular change will be resource intensive, since more faculty will be teaching 100 level classes than now, and every class should be taught with retention in mind
- Senator Moyer suggested it may be possible to convert existing courses and convert them to lower division courses

M/S (Oliver/Creadon) to move the resolution be referred to APC and return for a First Reading

Motion carried unanimously

The resolution will return to Senate for a First Reading

Sense of the Senate Resolution on Delaying Implementation of EO 1100 (Revised) and EO 1110 (05-17/18-EX – October 3, 2017)

Senator Creadon noted the number of campuses who have written resolutions with concerns have increased, and proposed to revise the language in the rationale to read, “over half” of the campuses instead of listing the campus names

Senator Creadon reported that although Monterey Bay and Sonoma State have requested and been granted a delay in implementation, due to exigent circumstances regarding 4 unit GE courses in their curriculum, they still passed resolutions in solidarity with other campuses

Senator Moyer proposed a friendly amendment that the resolution read “...secure the collaboration necessary to effectively implement the changes...”

Senators voted; Sense of the Senate Resolution on Delaying Implementation of EO 1100

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(Revised) and EO 1110 **passed** without dissent

Ayes: Bacio, Creadon, Dunk, Eschker, Frye, Gold, Karadjova, Le, Maguire, K. Malloy, N. Malloy, Mola, Moyer, Oliver, Ortega, Rizzardi, Thobaben, Virnoche, Wrenn

Nays: none

Abstentions: Enyedi, Oliver, Dunk

M/S (Le/Maguire) motion to adjourn

Meeting adjourned at 4:04pm

HUMBOLDT STATE UNIVERSITY
Senate Chair's Report
Senate Meeting, October 3, 2017

Sorry again for missing this week's meeting. As I mentioned, I will be participating in the WSCUC Off-Site Review conference call, along with many of our senior administrative staff. Rock Braithwaite will be attending our October 17th meeting to update Senate on the reaccreditation visit status and the results of the conference call.

Thanks again to George Wrenn for his willingness to stand for election to the position of Vice Chair/FAC Chair. I have also arranged to have the CBC Chair election added to the action items for this meeting. Mike Le has generously offered to run for this position. Of course, it will be possible to provide additional nominations or self-nominations from the floor, should anyone decide they, too, are interested in either of these positions!

I met with our new CFA President Renee Byrd last week. Renee is unfortunately unable to attend our Senate meetings this semester, as they conflict with her teaching schedule. We will provide a time certain for her at the end of an upcoming meeting, so that she can introduce herself to the body and give us some information on CFA's work for the year.

I heard from John Schafer, the current ERFA President. ERFA is concerned about the temporary flag policy, which was posted over the summer (and noted in my first written report of the year). SenEx has passed the policy on to the University Policies Committee for review. ERFA plans on communicating with President Rossbacher regarding their desire to continue commemorating the death of members of the University community via the lowering of our flags to half-mast. SenEx had discussed various other ways such honoring might be done. I encourage anyone with ideas about this to pass them along to me, or to Marshelle Thobaben, our Senate ERFA rep.

HUMBOLDT STATE UNIVERSITY
University Senate Written Reports, October 3, 2017
Standing Committees, Statewide Senators and Ex-officio Members

Academic Policies Committee:

Submitted by Kerri Malloy, APC Chair

September 27, 2017

Members: Michael Goodman, Stephanie Burkhalter, Ramesh Adhikari, Heather Madar, Michael Le, Mary Glenn, Mary Virnoche, Clint Rebik, Kerri Malloy, (recruiting for student members).

Meeting Dates for Fall 2017:

Meeting time: 2PM-2:50 PM

Meeting Place: BSS 508

August: 30

September: 13 and 27

October: 11 and 25

November: 8

December 6

September 27:

- Committee provided feedback and questions on the proposed Advising Policy.
- Committee will be sending forward revisions to the Course Numbering Policy to reflect the elimination of remedial course.

September 13:

- Committee completed the review and edited the Posthumous Degree Policy and will be sending it forward to the Senate for a first reading.
- Committee reviewed the draft of the Advising Policy. This item took up the bulk of the meeting and will be the main item at the September 17 meeting.

August 30:

- Committee reviewed and discussed the Posthumous Degree Policy

Inquiries:

Add/Drop Date Report:

The Committee is gathering the necessary information to prepare and send to the University Senate the first annual report on the impacts of the decoupling of the Add/Drop from the Census date.

Add/Drop Date

Inquiry on the Add/Drop date being on holiday. Internal discussion on the number of exceptional add/drops that may be a result of this, the date not always being on holiday, and that student have access to their Student Center 24/7. Registrar indicates there has not been an uptick since due to the Add/Drop date landing on holiday.

Discussion with the Academic Technology Faculty Contributors (formerly known as the Canvas Faculty Contributors) to have global messages to students posted on dashboards that indicate upcoming academic deadlines:

- Add/Drop
- Credit/No Credit
- Final Day to Withdraw

Students would see the notice when they log into Canvas and would be posted a week before the deadline.

Also, there was a discussion with Academic Technology Faculty Contributors on integrating the academic calendar into the Canvas calendar for students and faculty.

Constitution and Bylaws Committee:

Submitted by George Wrenn, CBC Chair

October 2, 2017

- I. For the fall semester, CBC has scheduled meetings for every other Monday from 11 am-noon in Library 118.
- II. Agenda for October 2 Meeting:
 - A. Meet with Julie Alderson
 - Review CBC ongoing business, upcoming chair changes
 - B. Continue review of ongoing business from 2016-17:
 - Definition of University Community
 - Posting of vote tallies with all election results
 - Tracking adherence to recent governing documents amendments and policies
 - C. Recruiting a student CBC member

III. Report of Meeting:

Meeting was called to order at 11:05 a.m. in Library 118.

Attending: Dallasheh, Watson, Wrenn (Chair)

Absent: Chang, Shellhase

Guest: Julia Alderson

- A. Meet with Julie Alderson
 1. Review CBC ongoing business, upcoming chair changes
Alderson discussed election of a new FAC chair and option for CBC Chair.
Election for CBC chair will likely occur at the October 17 Senate meeting.
- B. Ongoing Business
 1. Definition of "University Community" member as it relates to Standing and Ad-hoc committee meetings. Committee reviewed this 2016-17 recommendation: "It seems prudent to have a clear definition of who may attend meetings since standing committee chairs have no discretion in restricting attendance (outside of executive sessions which must be moved into from an open meeting). In

2016-17, CBC agreed (on a 5-0 vote) that a minimum definition for members of the “University Community” should include: a) currently employed administrators, faculty and staff; b) currently enrolled students; c) emeritus faculty, retired administrators and retired staff; d) alumni and e) current adjunct faculty. Committee did not bring forth a formal interpretation to Senate because a ratification vote is pending on a constitutional amendment to move “interpretational powers” from bylaws to Constitution.”

Wrenn noted that students sometimes can be continuing but not be enrolled, e.g., grad students who are finishing theses.

The committee briefly discussed the need for definition of “university community,” CSU policy, and the philosophy of open meetings. Alderson will bring discussion to SenEx.

2. Posting of vote tallies with all election results. Initiate discussion.

Currently, Senate vote tallies for resolutions are on the Senate web site and attached to resolutions. For Elections, the ballots are maintained in the Senate office and voting results tallies can be obtained by calling the office. Alderson noted that information on how to obtain vote tallies can be made available on the Senate web site, if not already present.

3. Tracking adherence to recent governing documents amendments and policies.

Committee reviewed this 2016-17 recommendation: “With a new Senate Office ASC coming on board, it seems prudent for the CBC Chair to work closely with the Senate chair, the new ASC and the incoming parliamentarian to insure:

1. Standing committees are tracking and meeting the qualified quorum requirements that are now in effect.
2. Senate members are meeting the Senate Offices document posting deadlines without overburdening the new ASC.
3. The Senate office is meeting the deadline for Presidential notification of Senate actions.
4. The President and Provost are meeting the deadlines for feedback on Senate recommended policies.”

The group briefly discussed the process for following through on passed resolutions, the process for meeting deadlines for submission of documents, and timeliness in responding to resolutions that go forward from the Senate. It was noted that any tracking would not be within the purview of the CBC Committee; this falls within the Senate Chair’s responsibility.

CBC also briefly reviewed options for using Live25 to create a calendar that generates deadline notifications. Alderson will review this calendar.

C. Recruiting a student CBC member

Alderson will ask Joice Chang to recommend a student. It was noted that a pre-law student would be a good choice.

Meeting adjourned at: 11:45 a.m.

Faculty Affairs Committee:

Submitted by Mary Virnoche, FAC Chair

The Committee met on September 21, 2017.

Present: Julie Alderson (guest), Renee Byrd (CFA), Colleen Mullery (APS), Marissa O'Neil, Mary Virnoche (Chair), Mark Wilson

Absent: Renee Byrd, (no student member assigned yet)

FAC Chair Change

Mary Virnoche has accepted a position as a Faculty Associate in the Vice Provost's office. She will step down as FAC chair. She will retain her Senate seat at least for the short term. George Wrenn, who chaired FAC last year, will step back into chairing FAC. Julie Alderson will support George in the transition back. Others have expressed interest in Mary's senate seat. If she steps down, Julie will organize nominations and a special election. To allow for the transition in Chairs, the next FAC Meeting will be at 2 pm on October 5 in BSS 508.

Faculty Presence on Campus Resolution (*Mary now to George*)

Change to Sense of the Senate on Residential Campus title. Incorporate eLearning given leadership studies and teaching certificate. eLearning policy already says that departments make hiring decisions... but those programs do not have a department? Those programs should have a home in an academic department (that is an issue for another time). Lecturers are not paid to be around on campus. How does this affect them? Many lecturers are actually here on campus a lot more than some tenure-line faculty. (*Mary revised and shared with FAC*).

Department Chair Assigned Time (*Monty & Julie*)

CFA can not focus on this item right now... they are focused on maintaining health insurance in the current negotiations. Mary Virnoche will work with Julie and George to make the formal request for Chair workload data from all colleges (done).

Appendix J Areas to address or add: early tenure, critical appraisal criteria, advising evaluation, cultural competency development and addressing achievement gaps in courses; change time periods for review - needs to be longer in the period between file due and file close (so that the committee has time to work with the candidate on changes to the file. Right now we are asking for files "early" so that we can get that work done... or the feedback is not getting done. That is not fair to the candidate. There are still problems with Interfolio regarding changing around the file documents once submitted. FAC needs to ask APS to collect information from current candidates and work with the vendor.

The committee discussed the possibility of early tenure. Appendix J is now ambiguous regarding early tenure. The committee in this discussion was inclined to leave it ambiguous.

More to come.

Upcoming

- 1. Teaching Evaluation Instrument Assessment**
Mary requested data from Gay Hylton in OIE. They are not administering this yet. This request needs to go to college offices.
 - 2. Advising Policy** APC provided feedback on September 29. Mary Virnoche is revising the policy based on FAC and APC feedback to date. FAC and APC will see the policy again before it goes to all Chairs for feedback.
 - 3. Faculty Service Award - No Talk Requirement** (With Award Committee)
 - 4. "Undo" mechanism for teaching evaluations** Mary Asked Gay Hylton in OIE: They are not administering this yet. This request needs to go to college offices.
 - 5. Faculty Lecturer Participation in Shared Governance + - Survey Outcomes (Marissa)**
 - 6. Faculty Handbook Clean-up**
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President's Office:

Submitted by Lisa Rossbacher, President, Humboldt State University

I regret being unable to join you at the Senate meeting on 3 October. The external team that will be visiting HSU next March, as part of the reaffirmation of accreditation by WSCUC (WASC Senior College and University Commission), has been evaluating our self-study report and related materials this week in an “off-site review.” At 3:15 p.m. on Tuesday, the visiting team will be holding a videoconference with key people on campus who were involved in preparing the self-study. Thus, as the Senate meeting is happening, some of us will be getting feedback from the visiting team, with both commendations and “lines of inquiry.” We’ll know more after that videoconference about where the team’s questions will be focused.

I would also like to call attention to an outstanding and informative meeting that was held on 28 September. Organized by Dr. Wayne Brumfield, this panel discussion on immigration included valuable advice for undocumented students and their friends, allies, and advisors. Perhaps the most eye-opening insights were connected to current and planned use by the federal government (including ICE) of information collected from social media. As the immigrations attorney observed, even “liking” a post on the site of an organization that the government considers linked to terrorist organizations could result in deportation. He encouraged careful thought about what information and images are posted on social media and how they could be interpreted.

The CSU Board of Trustees has just begun the process of developing its formal budget request for state appropriations in 2018-19. I'll keep you posted as more information becomes available..

I am always available to answer any questions.

ICC Consent Calendar for 10/3/17 University Senate Meeting

16-144

COMM 387, International Education Week NEW COURSE PROPOSAL

Proposal to add new course COMM 387 International Education Week (IEW) as an upper division elective. The course will be cross-listed with existing offerings for IEW including INTL 387, ANTH 387, ECON 387, GEOG 387, HIST 387, and PSCI 387. Proposal supported by IEW faculty lead Alison Holmes.

16-171

Environmental Science and Management - Geospatial Science Concentration PROGRAM CHANGE

Add new course GSP 418: Geospatial Programming II to the list of required courses. Students will now have a choice of GSP 436: Advanced Remote Sensing or GSP 418: Geospatial Programming II or GSP 470: Advanced GIS (whose name is changing to Advanced Geospatial Analysis and Modeling as part of proposal 16-177).

16-176

GSP 418: Geospatial Programming II NEW COURSE PROPOSAL

This 3-unit (2 C-2 and 1 C-16), with a prerequisite of GSP 318: Geospatial Programming I, was part of the original plan created by the GSP Task Force in 2011. Now the time has come to create the course and add it to the curriculum. 16-171 is the related program change.

16-177

GSP 470: Advanced Geographic Information Science COURSE CHANGE PROPOSAL

Change course title to "Advanced Geospatial Analysis and Modeling" and revise this existing course to become a co-scheduled dual-level course with GSP 570. The syllabi for the two courses show a clear differentiation between the undergraduate and graduate experiences, with the graduate experiences being of a level of depth and sophistication that is appropriate for graduate students. A revision of the course description is included to reflect the other changes in the course.

16-178

GSP 570: Geospatial Modeling, COURSE CHANGE PROPOSAL

Change course title to Advanced Geospatial Analysis and Modeling, and revise this existing course to become a co-scheduled dual-level course with GSP 570. The syllabi for the two courses show a clear differentiation between the undergraduate and graduate experiences, with the graduate experiences being of a level of depth and sophistication that is appropriate for graduate students. Also revised course description, and change from 4 units (3 of C-5 and 1 of C-16) to 3 units (2 of C-2 and 1 of C-16). Prerequisites will change from GSP 470 to GSP 370 or GSP 510, or equivalent.

16-196

Child Development PROGRAM CHANGE

Change the catalog copy for the Child and Families Services emphasis to reflect the practice and intention of the curriculum: that the courses within this option are selected in consultation with a major advisor. Removed will be the list of potential courses. There is no change in the curriculum.